



BOARD OF DIRECTORS

PRESIDENT- ELECT POSITION DESCRIPTION

Term:

The President-elect is elected for a one year-year term. Upon completion of the one year term, the President-elect shall move forward and serve as President for one year. Voting for the position of President-elect is open to all members eligible to vote.

Eligibility Requirements:

In accordance with the SNA bylaws, potential candidates must meet the following eligibility requirements before being forwarded to the Leadership Development Committee for further consideration of their leadership experience and competencies:

- Be a member in good standing;
- Hold the SNS credential (except state agency members);
- Hold a Bachelor's degree;
- Have demonstrated leadership experience by serving on the SNA board;
- Be regularly employed (a minimum of 130 days during the prior twelve months) in an eligible field;
- Maintain membership at the time of nomination and election. If a change in professional status occurs, a director may complete the term of office, provided one year of the term has been completed.

Responsibilities as outlined in the SNA bylaws:

- "Perform the duties of president in case of temporary absence or temporary inability to serve;
- Preside over delegate assembly;
- Serve and make appointments as required by the bylaws and other governing documents including recommending for board approval the appointment of incoming members of committees and advisory councils to fill applicable expiring terms; and
- Perform other duties incident to the office of president-elect as assigned by the president, the board or the association governing documents."

Other Responsibilities:

- Plan the National Leadership Conference with the Chief Executive Officer and the Senior Management Team, including the overall program, speakers, education sessions and special events.
- Coordinate the steps in the CEO's annual performance evaluation process with the Executive Committee and the Board of Directors.
- Chair the annual Planning Meeting in June, prior to installation as President, to meet with the officers and CEO to plan the annual calendar and travel, identify strategies for the Plan of Action, discuss committee/council charges, etc.
- Work with Chief Executive Officer and Chief of Staff to plan the orientation for incoming board and to identify training needs and opportunities throughout the year.
- Recommend the appointments for ANC and SNIC Conference Advisors for approval at the Spring Board of Directors meeting.
- Chair the Ethics Committee of the Board of Directors.

Responsibilities as a Member of the Board of Directors

All members of the Board of Directors are responsible for the strategic direction and oversight of the association's affairs:

- Develop and oversee implementation of the SNA Strategic Plan and the annual Plan of Action; monitor accomplishments annually against goals and strategies.
- Select, appoint and evaluate the Chief Executive Officer.
- Moderate mega issue discussions at board meetings, as requested.
- Represent the Board with allied organizations, chartered state affiliates, at meetings, conferences and hearings, etc., as requested.
- Perform all duties usually entrusted to officers and directors of the corporation.
- Comply with Board member fiduciary obligations of care, loyalty and obedience;
- Encourage members to consider SNA committee appointments.
- Encourage members to consider the path to national leadership opportunities and make recommendations to the Leadership Development Committee on potential candidates for elected positions on the Board of Directors and the Leadership Development Committee.
- Promote the benefits of SNA membership.